



Detroit Regional Census Center

Come join the Census Team, where everyone counts. The Census Bureau produces quality data that helps Americans better understand our country - its population, resources, economy, society and culture. We offer competitive salaries, flexible hours and work arrangements, developmental opportunities, recognition for a job well done, and a host of other employment incentives. If working in an environment that values your individuality and diversity and allows you to innovate, engage in problem solving, and achieve your professional goals appeals to you, then the Census Bureau is the place for you.

Census Bureau Employment Opportunity

Field Operations Supervisor (FOS):

Michigan, Ohio, West Virginia

(\$13.75/hr-\$19.50/hr location dependent)

Detroit Regional Census Center

300 River Place Dr.
Suite 2950
Detroit, MI 48207

P: 313.396.5200
F: 313.567.2108

- Oversees the activities of the field personnel.
- May be required to schedule and administer testing of job applicants for positions in the office.
- Completes the appointment process for crew leaders and enumerators (as needed) during training sessions.
- Instructs trainees on completion of appointment documents and administers the Oath of Office, making trainees employees of the Bureau of the Census.
- Conducts individual and group training sessions for crew leaders using verbatim training guides in field operation procedures, supervision, and administrative responsibilities.
- Delivers enumeration and training materials to crew leader and enumerator training sites.
- Assists in determining crew leader districts, completes administrative forms, and handles supplies and training materials to crew leader and enumerator training sites.
- Reviews and certifies payroll forms.
- Monitors progress and performance of operations in his/her district and provides suggestions to crew leaders for improving production and performance to assure that field deadlines and quality standards are met.
- Makes recommendations for overtime for the crew leaders and enumerators within their supervision.
- Supervises crew leaders during listing and enumeration operations.
- Makes and approves recommendations for disciplinary action up to and including termination for crew leaders and enumerators.
- Responsible for applying the principles of Equal Employment Opportunity (EEO) in the office.

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Census
2010

Download various forms for Census employment:

- [Census Employment Application](#)
- [Form I-9, Employment Eligibility Verification](#)

Note: All applicants must pass a written multiple choice test.

Call 1.866.861.2010 for test dates, times and locations.

Take the [practice test](#)!

For more information on this and other employment opportunities in the Detroit Region please visit us on the web at: <http://www.census.gov/rodet/www/2010employ.html>.

AN EQUAL OPPORTUNITY EMPLOYER